

**U .S. DEPARTMENT OF JUSTICE
CRIMINAL DIVISION
OFFICE OF ENFORCEMENT OPERATIONS
POLICY AND STATUTORY ENFORCEMENT UNIT
PART-TIME ATTORNEY/GS-13/14/15**

The Criminal Division of the U.S. Department of Justice, is seeking an experienced attorney for a part-time attorney position in the Policy and Statutory Enforcement Unit (PSEU), within the Office of Enforcement Operations. This is a 40-hour bi-weekly part-time position that is based in Washington, D.C.

The PSEU is responsible for reviewing all requests for authorization to subpoena members of the media; requests to release grand jury information to state authorities; requests to move or consent to a motion to close a courtroom for a judicial proceeding; and S-Visa requests. In addition, the unit coordinates Criminal Division review of State Department requests to immigration authorities for Significant Public Benefit Paroles.

The incumbent in this position will provide support in criminal investigations and prosecutions by providing advice on, and assisting in obtaining headquarters permission for: requests regarding press subpoenas; courtroom closures; grand jury (Rule 6(e)) disclosures; S Visas requests; tax disclosures; and public benefit paroles. The incumbent will also review planned retro cession/acquisition of federal jurisdiction; helps coordinate the expansion of federal police powers; and provides advice in cases in which government employees have been subpoenaed. Also provides advice on matters involving the Right to Financial Privacy Act; cultural resources protection; crimes in Indian country; and cases involving the mental competence of criminal defendants. Responds to inquiries regarding the expungement of criminal records; coordinates programs addressing automobile theft; and provides legal and policy advice to federal prosecutors and investigative agencies and state, local, and foreign prosecutors and investigative agencies regarding these policy areas. The incumbent will also provide views on proposed legislation and bills.

Applicants must possess a J.D. degree, be an active member of the bar (any jurisdiction), and have at least two years of post-J.D. experience to be qualified at the GS-13 level; two and a half years of post-J.D. experience to be qualified at the GS-14 level; and five years of post-J.D. experience to be qualified at the GS-15 level. Applicants should also possess: knowledge of administrative and criminal law principles; the ability to analyze and evaluate written materials; the ability to develop and maintain harmonious and effective working relationships with a variety of Federal organizations; the ability to meet short deadlines; the ability to function effectively in time-sensitive situations; the ability to communicate both orally and in writing; and a willingness to travel sometimes on short notice. Experience or background in criminal law is desirable.

To apply, please submit a resume or OF-612 (Optional Application for Federal Employment) with a writing sample, and a current performance appraisal (if applicable), to:

U.S. Department of Justice
950 Pennsylvania Avenue, NW
Criminal Division/OEO/JCK Bldg., Rm. 1210
Washington, D.C. 20530-0001
Attn: Ginger Trapanotto

If mailing your application via FedEx, please use the following address:

Ginger Trapanotto

Criminal Division, Office of Enforcement Operations
1301 New York Avenue, NW, Room 1210
Washington, D.C. 20005

A current SF-171 (Application for Federal Employment) will still be accepted as well. Applications must be postmarked by August 4, 2005. No telephone calls please. Current salary and years of experience will determine the appropriate salary level at the GS-13 (\$74,782 to \$97,213), GS-14 (\$88,369 to \$114,882) or GS-15 (\$103,947 to \$135,136) range.

This and other legal position announcements can be found on the Internet at: <http://www.usdoj.gov/oapm/>.

The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, politics, marital status, disability, age, sex, sexual orientation, membership or nonmembership in an employee organization, or on the basis of personal favoritism. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice. This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

It is the policy of the Department to achieve a drug free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation. Only U.S. citizens are eligible for employment with the Executive Office for Immigration Review. Unless otherwise indicated in a particular job advertisement, non-U.S. Citizens may apply for employment with other organizations, but should be advised that appointments of non-U.S. Citizens are extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Dual citizens of the U.S. and another country will be considered on a case-by-case basis.

Inquires regarding reasonable accommodation may be sent via e-mail to: criminal.crmjobs@usdoj.gov.